State of Wisconsin
Department of Natural Resources
dnr.wi.gov

Annual Report under MS4 General Permit No. WI-S050075-1

Form 3400-195 (R 2/13)

Due by March 31, 2013

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2012.

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2013, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information

Name of Municipality			Facility ID No. (FIN)
Town of Buchanan			31099
Mailing Address	**City**	**State**	**ZIP Code**
N178 County Road N	Appleton	WI	54915

County(s) in which Municipality is located: Outagamie

Municipality Type: (select one) ○ County ○ City ○ Village ◉ Town ○ Other (specify)

SECTION II. Municipal Contact Information

Name of Municipal Contact Person			Title
Angela Gorall			Administrator/Clerk
Mailing Address	**City**	**State**	**ZIP Code**
N178 County Road N	Appleton	WI	54915
Email	**Phone Number** (include area code)	**Fax Number** (include area code)	
agorall@townofbuchanan.org	(920) 734-8599	(920) 734-9733	

SECTION III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name	Authorized Representative Title	
Angela Gorall	Administrator/Clerk	
Signature of Authorized Representative	**Date**	
Angela Gorall	3/20/13	
Email	**Phone Number** (include area code)	**Fax Number** (include area code)
agorall@townofbuchanan.org	(920) 734-8599	(920) 734-9733

SECTION IV. General Information

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The Annual Report for Town's MS4 Permit was presented during the March 19, 2013 Town Board meeting. During the meeting, the Town Board and general public were both provided an opportunity to review and comment on the Annual Report. The meeting agenda was posted as required by State Statute and placed on the Town's website. After the Town Board meeting, the Annual Report was posted on the Town's website and made available in hard copy format at the Town Hall. The general public will be encouraged to review and comment on the Annual Report over the next 12 months. Comments received from the public will be documented and considered as part of the next Annual Report.

SECTION IV. General Information (continued)

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

Town staff and elected officials attend meetings as necessary regarding permit requirements, permit changes and program development. Meetings attended include Northeast Wisconsin Stormwater Consortium and committee meetings, Garners Creek Storm Water Utility meetings and informational sessions with stormwater consultants and engineers. Elected officials have discussed permit requirements and changes throughout the year as necessary. At the December 2012 Town Board meeting, a portion of the meeting was used to review and discuss the results of the 2012 Illicit Discharge Detection and Elimination Program screening report. The Town hosted a Fox Valley Urban Town's meeting in August at which a presentation was provided on the Lower Fox River TMDL and potential permit changes. As necessary, the Town Board was also updated on the management of the Speedway Heights Pond, which was constructed by the Town in 2010. Town Board members also continue to actively serve on the Garners Creek Storm Water Utility Commission and keep upraised of any pond or construction projects taking place in the Town.

c. Has the municipality prepared its own municipal-wide storm water management plan? ◉ Yes ◯ No

If yes, title and date of storm water management plan:

Storm Water Management Plan for the Town of Buchanan, June 2008

d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit? ◉ Yes ◯ No

If yes, describe these cooperative efforts:

The Town continues to be an active member of the Northeast Wisconsin Stormwater Consortium (NEWSC). The Town relies on NEWSC for the development of public education materials. The Town relies on the Darboy Joint Sanitary District No. 1 for routine plumbing and clear water inspections (illicit discharge program). The Town also relies on the Garners Creek Storm Water Utility for a portion of TSS reduction and related stormwater and erosion improvement projects.

e. Does the municipality have an internet website? ◉ Yes ◯ No

If yes, provide web address:
The Town website is www.townofbuchanan.org. The NEWSC website is www.newsc.org. The public educational website for NEWCS is www.renewourwaters.org. The Garners Creek Storm Water Utility website is www. garnerscreekutility.org.

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program? ◉ Yes ◯ No

If yes, provide web address:
The Town website is www.townofbuchanan.org.

SECTION V. Permit Conditions

a. Minimum Control Measures: For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

SECTION V. Permit Conditions (continued)

- Public Education and Outreach

  Please refer to Chapter 3 and Appendix C of the Town of Buchanan Stormwater Management Plan, June 2008. The Town has maintained its membership with the Northeast Wisconsin Stormwater Consortium (NEWSC) which assists the Town in meeting public education and outreach goals. Please refer to the NEWSC Annual Report for details of their public education and outreach. The Town continues to update and maintain a page of its website devoted to the stormwater management program. The Town's stormwater management web page was updated several times and received 101 page views in 2012 (website was updated in 2012, figure only represents views since update). The Town also included several stormwater related topics in its two newsletters that were mailed in 2012 to approximately 2,500 residences. The newsletters contained detailed information on the Town's yard waste program, details on household hazardous waste collections, information on Town drainage policies and studies, and a public educational page as was provided by NEWSC. A kiosk at Town Hall also continually holds flyers regarding seasonal stormwater issues. Approximately 30-60 of these various flyers/handouts were taken by residents visiting Town Hall in 2012. The Town also supported educational and outreach efforts by the Garners Creek Stormwater Utility.

- Public Involvement and Participation

  Please refer to Chapter 4 and Appendix D of the Town of Buchanan Stormwater Management Plan, June 2008. The Town has maintained its membership with NEWSC which assists the Town in meeting public involvement and participation goals. Please refer to the NEWSC Annual Report for details of their public involvement and participation activities. Partnerships between public and private entities continue to be development and meetings held as necessary to discuss specific projects and stormwater management. The Town continues to use a system developed in 2008 to monitor and track resident concerns on drainage, erosion control and stormwater issues. In 2012, a total of 8 issues were reported and reviewed by the Town in 2012. The Town also took its first steps on implementing a 2011 Comprehensive Drainage Study and updated and informed residents as necessary.

- Illicit Discharge Detection and Elimination

  Please refer to Chapter 5 and Appendix E of the Town of Buchanan Stormwater Management Plan, June 2008. An illicit discharge ordinance was adopted by the Town in 2008. An illicit discharge detection and elimination program initial screening project was completed in 2009 jointly with the Town of Harrison. In 2012, the Town continued to work jointly with the Town of Harrison on an ongoing illicit discharge screening. A total of 66 outfalls were inspected in 2012. The screening report was sent to the WDNR in December, 2012. The Town has budgeted for the 2013 ongoing screening program. There were no reports of illicit discharges received from the public in 2012. The Darboy Joint Sanitary District No. 1 also completed 55 clear water inspections in 2012 for the Town with no reported issues.

- Construction Site Pollutant Control

  Please refer to Chapter 6 and Appendix F of the Town of Buchanan Stormwater Management Plan, June 2008. The Town utilizes Outagamie County's erosion control ordinance. The Town continues to use a dedicated funding source for the program which is based on inspection and application fees. Erosion control inspection reports are available through the Town's website for all properties that are currently being inspected. There were 2 permits issued with less than 1 acre of land disturbance, 3 permits issued with less than 1 to 5 acres of land disturbance and 0 permits issued with 5 acres or more of land disturbance. 5 sites were inspected within the Town in 2012 with a total of 44 erosion control inspections being conducted. There were no enforcement actions, verbal warning notices or written notices of violation issued for site permitted. There were no tips received from the public in regards to construction site pollutant control in 2012.

SECTION V. Permit Conditions (continued)

- Post-Construction Storm Water Management

  Please refer to Chapter 7 and Appendix G of the Town of Buchanan Stormwater Management Plan, June 2008. The Town utilizes Outagamie County's post construction and stormwater management ordinance. The Town completed construction of the Speedway Heights Pond in 2011 and is actively implementing the management plan for the pond. Information is available on the Town's website to educate developers on the stormwater approval process and staff conducts meetings with permittees as necessary. The Town issued 4 permits with less than 20,000 SF of disturbed impervious surfaces, 1 permit with 20,000 SF to 200,000 SF of disturbed impervious surfaces and 0 permits with 200,000 SF or more of disturbed impervious surfaces. The Town continues to be a active member of the Garners Creek Storm Water Utility which works closely with existing landowners and developers. The Utility continues to implement management plans for three ponds within the Town that were constructed in 2011.

- Pollution Prevention

  Please refer to Chapter 8 and Appendix H of the Town of Buchanan Stormwater Management Plan, June 2008. Street sweeping was completed in the Town on several primary roads which have curb and gutter by contracting with the Outagamie County Highway Department. The Highway Department street sweeps with a high efficiency sweeper once to twice per year and as needed. Approximately 3 curb miles are swept annually. The Town continues to offer residents a curb-side yard waste pickup and disposal service. The Town currently offers to pickup leaves and grass clippings (curb-side) 8-9 times per year.

b. Storm Water Quality Management: Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard? ◉ Yes ○ No

If yes, provide the following: Model used SLAMM Version 9.2.1 Reduction (%) 25

If no, include a description of any actions the municipality has undertaken during 2012 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? ◉ Yes ○ No

If yes, describe:
Please refer to the Town's Stormwater Management Plan, June 2008.

c. Best Management Practices Maintenance: Does the municipality have a maintenance program for installed storm water best management practices? ◉ Yes ○ No

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2012. If available, attach any additional information on the maintenance program.

In 2012, the Town began implementation of its management plan for the Speedway Heights Pond which was constructed in 2011. The Town contracted with a stormwater consultant and ecologist for operation and maintenance (O&M) services as well as management of wetlands and prairies at the pond. The Town continues to rely on the Garners Creek Storm Water Utility and their respective contracted consultants to provide O&M services for other BMP's located within the Town.

d. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.

No changes or updates to report. Maps specifically related to ongoing illicit discharge field screening have been completed and were provided to the WDNR with the screening report.

SECTION VI. Fiscal Analysis

a. Provide a fiscal analysis that includes the annual expenditures for 2012, and the budget for 2012 and 2013. A table to document fiscal information is provided on page 7.

Please note that the fiscal analysis provided is only approximate. The Town's accounting system is not currently setup to track fiscal information using the format provided.

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

☒ Storm water utility ☒ General fund ☒ Other Permitting fees

SECTION VI. Fiscal Analysis (continued)

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? ○ Yes ◉ No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

The Town is a member of the Garners Creek Storm Water Utility. The Utility district overlays a portion of the Town. The Utility charges an annual stormwater utility fee of $96 per Equivalent Runoff Unit (ERU). The type of development dictates the number of ERU's charged. The Utility is administered by the Garners Creek Storm Water Utility Commission which is comprised of officials from the Town of Buchanan, Town of Harrison and Village of Combined Locks.

Developers are charged fees or directly billed for services when their development requires stormwater management reviews or inspections from the Town as required under the Town's stormwater management program. Other general administration, annual reviews, general permit monitoring and non-developer related stormwater projects are being funded from the Town's tax levy and general fund. The Town relies heavily on the availability of grant funding to implement major stormwater projects.

SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? ◉ Yes ○ No If yes, attach copy or provide web link to ordinance:

Town utilizes the ordinance adopted by Outagamie County. See the Town's web site for web link.

b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? ◉ Yes ○ No If yes, attach copy or provide web link to ordinance:

Town utilizes the ordinance adopted by Outagamie County. See the Town's web site for web link.

c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? ◉ Yes ○ No If yes, attach copy or provide web link to ordinance:

Web link: http://www.townofbuchanan.org/services/stormwater-management

d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? ◉ Yes ○ No If yes, attach copy or provide web link to ordinance:

Web link: http://www.townofbuchanan.org/zoningcode

e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

The Town completed 44 erosion control inspections in 2012 through its contracted consulting engineer. The Town inspected a total of 66 MS4 outfalls in 2012. There were no other applicable inspections or enforcement actions taken in 2012.

SECTION VIII. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: http://dnr.wi.gov/topic/SurfaceWater/orwerw.html) ○ Yes ◉ No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: http://dnr.wi.gov/water/impairedsearch.aspx?status=303d) ◉ Yes ○ No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:

  Fox River, Kankapot Creek, Garners Creek and Plum Creek

SECTION VIII. Water Quality Concerns (continued)

- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

  Refer to Chapter 9, Stormwater Quality Management, of the Town of Buchanan Stormwater Management Plan, June 2008. A list of actions to be taken by the Town are listed on page 9-7, most of which have been previously noted in this report as on-going efforts. The most significant action completed was the completion of ongoing illicit discharge field screening. The Speedway Heights Pond will improve water quality and reduce sediment discharged to Kankapot Creek, which is 303(d) listed for sediment and mercury.

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

No water quality improvements were observed by the Town.

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

No water quality degradation was observed by the Town.

SECTION IX. Proposed Program Changes

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2013 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

The Garners Creek Storm Water Utility has plans to perform a water quality analysis for the entire Garners Creek watershed in 2013-14. The analysis will assist the Utility and the Town evaluate what types of additional BMP's would be needed to satisfy the Lower Fox River TMDL load allocations.

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure 2012	Budget 2012	Budget 2013	Source of Funds
Public Education and Outreach	500	500	500	General Fund (tax levy)
Public Involvement and Participation	500	500	500	General Fund (tax levy)
Illicit Discharge Detection and Elimination	6,300	6,200	6,000	General Fund (tax levy)
Construction Site Pollutant Control	4,000	4,000	4,000	Fees to Developers
Post-Construction Storm Water Management	4,000	4,000	4,000	Fees to Developers
Pollution Prevention	4,700	1,000	4,900	General Fund (tax levy)
Storm Water Quality Management (including pollutant-loading analysis)	500	500	500	General Fund (tax levy)
Storm Sewer System Map	0	0	0	
Other:				

NORTHERN REGION COUNTIES		
Ashland	Langlade	DNR Service Center
Barron	Lincoln	Attn: Storm Water Program
Bayfield	Oneida	5301 Rib Mountain Rd.
Burnett	Polk	Wausau, WI 54401
Douglas	Price	Phone: (715) 359-4522
Florence	Rusk	
Forest	Sawyer	
Iron	Taylor	
	Vilas	
	Washburn	

WEST CENTRAL REGION COUNTIES		
Adams	Marathon	DNR Service Center
Buffalo	Monroe	Attn: Storm Water Program
Chippewa	Pepin	5301 Rib Mountain Rd.
Clark	Pierce	Wausau, WI 54401
Crawford	Portage	Phone: (715) 359-4522
Dunn	St. Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
La Crosse		

NORTHEAST REGION COUNTIES		
Brown	Marquette	DNR Northeast Region
Calumet	Menominee	Attn: Storm Water Program
Door	Oconto	2984 Shawano Ave.
Fond du Lac	Outagamie	Green Bay, WI 54313
Green Lake	Shawano	Phone: (920) 662-5100
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

SOUTH CENTRAL REGION COUNTIES		
Columbia	Jefferson	DNR South Central Region
Dane	LaFayette	Attn: Storm Water Program
Dodge	Richland	3911 Fish Hatchery Rd.
Grant	Rock	Fitchburg, WI 53711
Green	Sauk	Phone: (608) 275-3266
Iowa		

SOUTHEAST REGION COUNTIES		
Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	Attn: Storm Water Program
Ozaukee	Washington	141 NW Barstow Street,
Racine	Waukesha	Room 180
		Waukesha, WI 53188
		(262) 574-2100